

STANDARD ADMINISTRATIVE PROCEDURE

25.07.01.M1.01

President's Delegation of Authority for Contract Administration

Approved April 5, 1996

Revised April 24, 1996, June 30, 1996, September 3, 1996, March 4, 1997, August 9, 1999, and November 29, 2000

February 15, 2002

Revised July 14, 2014

Revised January 17, 2017

Revised January 10, 2019

Revised July 25, 2023

Next scheduled review: July 25, 2028

General Delegations:

The Chancellor is delegated the authority to sign and approve contracts of less than \$750,000 not specifically reserved by the Board of Regents in System Policy 25.07, *Contract Administration*. In accordance with System Policy 25.07, §6, the Chancellor may delegate authority to deputy chancellors, vice chancellors, CEOs or others to sign and approve these contracts. Furthermore, in accordance with System Policy 25.07, §6, CEOs have the authority to sign and approve contracts described in System Policy 25.07, §3, regardless of dollar value, with the exception of contracts described in System Policy 25.07, §3(b), and may delegate such authority to designees.

In accordance with System Policy 25.07, the Delegation of Authority for Contract Administration for (1) all contracts less than \$750,000, and (2) all contracts described in System Policy 25.07, §3, is shown on the following pages. In case of unavailability of the person who has the delegated authority, either the CFO or CAO is delegated the authority to execute the contract.

Certain contracts that involve or exceed an annual consideration of \$500,000 or more or are longer than 5 years must be approved by the Board of Regents in accordance with System Policy 25.07, §2.

Legend:

AD	Athletic Director	SOBA	System Office of Budgets & Accounting
AVP-GE	Associate VP, Global Engagement	SP	System Policy
AVP-GFT	Associate VP – Gift Oversight	SR	System Regulation
BOR	Board of Regents	SREO	System Real Estate Office
CAO	Chief Academic Officer (Provost)	SRM	System Risk Management
CEO	Chief Executive Officer (President)	SRS	Sponsored Research Services
CFO	Chief Financial Officer	SVP-MC	Sr. Assoc VP -Marketing/Comm
CISO	Chief Information Security Officer	System	The Texas A&M University System
COO	Chief Operating Officer	TOA	Tenure on Arrival
DCA	Executive Director, Contract Administration	TTC	System Technology Commercialization
DEAN	Academic College Dean	UCO	University Contracts Officer
DH	Academic Department Head	UD	Non-Academic Unit Director
HSC AVP	Health Science Center Associate Vice President and CFO	UES	Utilities & Energy Services
HSC SVP	Health Science Center Senior Vice President	VCR	Vice Chancellor for Research
OGAPS	Office of Graduate & Professional Studies	VCBA	Vice Chancellor for Business Affairs
OGC	Office of General Counsel	VP	Vice President
PD	Director, Procurement Services	VP-ASC	VP for Academic & Strategic Collaborations
S-CFO	System Chief Financial Officer	VP-BD	VP for Brand Development
		VPFA	Vice President for Faculty Affairs
		VPR	VP for Research

Notes:

- 1 REQUIRED GENERAL COUNSEL REVIEW (System Policy 25.07, §4): Unless otherwise stated in System Policies or System Regulations, all contracts that have a stated or implied consideration of \$100,000 or more must be submitted to OGC for review and approval as to form and legal sufficiency when required by OGC guidelines that have been approved by the chancellor.

- 2 Proposed contracts and agreements meeting one or more of the following requirements do not need to be reviewed and approved by OGC, provided that such contracts and agreements are reviewed by the member in accordance with System Policy 25.07, System Regulation 25.07.01 and the System Contract Review Checklist:
 - a. contracts and agreements entered into pursuant to a materially unaltered contract form or template approved by OGC within the preceding three years, or as otherwise approved pursuant to *TAMUS Contract Review Guidelines and Checklist, Section D, OGC Contract Review and Approval Procedures and Guidelines*;
 - b. interagency and intra-system agreements entered into pursuant to System Regulation 25.07.06;
 - c. sponsored research contracts, cooperative agreements, and grants entered into with an agency of the United States government that contain standard clauses common to such contracts, cooperative agreements and grants
- 3 All contracts for goods or services must comply with System Regulation 25.07.03, *Acquisition of Goods and/or Services*. All purchases shall comply with state statutes relating to contracting with historically underutilized businesses and procurement of goods and services from persons with disabilities.
- 4 It is the responsibility of the person noted in the “Typical Routing for Departmental Review” section to signify in writing (via email or memorandum) that they have reviewed the contract before sending it to the next person on the list. It is the responsibility of the person noted in the “Authorization to Execute Contracts” sections to so note the complete routing and review certifications before signing the contract.
- 5 Government Code 2261.253 requires state agencies to post contracts for the purchase of goods or services from a private vendor that are valued at \$15,000 or greater if using institutional funds and all contracts using appropriated funds. Please forward copies of all agreements to Contract Administration to ensure proper reporting is completed.
- 6 Questions regarding contract administration should be directed to the Department of Contract Administration as outlined in University Rule 25.07.99.M1, Contract Administration.
- 7 For purposes of this delegation, Global Engagement and Global Program Support refer to those Texas A&M University administrative offices with responsibility for the university’s engagement with foreign entities.

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
1. ADVERTISING AGREEMENTS			
1.1 Advertising Agreements	<ul style="list-style-type: none"> • Contract Originator • DH or UD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • DH or UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) per SP 25.07, Sec 3.e; unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP (\$499,999 or less) per SP 25.07, Sec 3.e; unlimited signature authority per SP 25.07, Sec 3.c • CEO (BOR approval if applicable); (\$500,000 and above) per SP 25.07, Sec 2.a
1.2 RELLIS Advertising Agreements	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a
2. AFFILIATION AGREEMENTS/AFFILIATION SERVICE AGREEMENTS			
2.1 Agreement with Foreign Governmental Bodies and Federal, State, or Local Governmental Entities <i>Contracts between TAMU and international governmental bodies to perform educational and service activities consistent with the TAMU mission</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Global Engagement (Foreign only) • Contract Administration 	<ul style="list-style-type: none"> • VP-ASC or AVP-GE (Foreign) • CFO (Federal, State, Local Gov't) 	<ul style="list-style-type: none"> • VP-ASC or AVP-GE (\$499,999 or less)(Foreign) • CFO (\$499,999 or less)(Federal, State, Local) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e

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2.1.1 Programmatic commitments and aspirational collaborations between TAMU and international governmental bodies	<ul style="list-style-type: none"> • Contract Originator • Global Program Support • DH or UD • DEAN • Global Engagement 	<ul style="list-style-type: none"> • VP-ASC or AVP-GE 	<ul style="list-style-type: none"> • VP-ASC or AVP-GE (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
2.2 Private Companies & Foundations	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
3. ARTICULATION AGREEMENTS			
3.1 Agreements with other institutions of higher education regarding transfer of courses	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
4. ATHLETIC AGREEMENTS * Per System Policy 25.07, §6, monetary categories above do not apply to certain athletic agreements in this section as described in System Policy 25.07, §3(d)			
4.1 Athletic Events <i>Scheduled NCAA sanctioned sporting events.</i>	<ul style="list-style-type: none"> • Contract Originator • UD or AD • Contract Administration 	<ul style="list-style-type: none"> • AD (\$25,000 or less) • Rec Sports Director, as appropriate (\$25,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.d
4.1.1 Athletic Game Guarantees	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A
4.2 Athletic Event Sponsorship	<ul style="list-style-type: none"> • Contract Originator 	<ul style="list-style-type: none"> • AD (\$25,000 or less) 	<ul style="list-style-type: none"> • UCO (\$300,000 or less)

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	<ul style="list-style-type: none"> • UD or AD • Contract Administration 	<ul style="list-style-type: none"> • Rec Sports Director, as appropriate (\$25,000 or less) • DCA 	<ul style="list-style-type: none"> • CFO (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a
4.3 Athletic Transportation Purchase Order Contracts	<ul style="list-style-type: none"> • Contract Originator • UD or AD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • AD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c
4.4 Athletic Hotel Purchase Order Contracts	<ul style="list-style-type: none"> • Contract Originator • UD or AD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • AD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c
4.5 Athletic Facility Rental Agreements <i>Limited use of System property by outside entities.</i>	See Section 23.8.1 herein.	See Section 23.8.1 herein.	See Section 23.8.1 herein.
4.6 Recreational Sports Event Sponsorship	<ul style="list-style-type: none"> • Contract Originator • UD or AD • Contract Administration 	<ul style="list-style-type: none"> • AD (\$25,000 or less) • Rec Sports Director, as appropriate (\$25,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • CFO (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a

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5. COLLECTION AGENCY AGREEMENTS			
5.1 Collection of Accounts (See 5.1.1 below). All collection agency contracts, extensions and renewals are subject to and conditioned upon express written approval of the State Attorney General.			
5.1.1 Collection Agency Agreements <i>General Counsel acts as liaison to the Attorney General and shall retain executed copies (not originals) and approve all collection agency contracts for the System and its members.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Procurement Services • Contract Administration • OGC 	<ul style="list-style-type: none"> • CEO, CFO or PD executes and OGC and the State Attorney General approve prior to Vendor execution. 	
6. CONSTRUCTION CONTRACTS (SP 51.02, 51.04, SR 51.04.01) * Monetary Categories Above Do Not Apply to this Section.			
6.1 Minor Projects (Less than \$4,000,000)	<i>Academic</i> <ul style="list-style-type: none"> • DEAN • CAO <i>Non-Academic</i> <ul style="list-style-type: none"> • UD • Respective VP 	<ul style="list-style-type: none"> • CFO or Designee 	
6.2 Major Projects (\$4,000,000 or more, but less than \$10,000,000)	<i>Academic</i> <ul style="list-style-type: none"> • DEAN • CAO <i>Non-Academic</i> <ul style="list-style-type: none"> • UD • Respective VP 	<ul style="list-style-type: none"> • CFO or Designee 	
6.3 Architect/Engineer <i>Employment of Architect/Engineer for Consultant/Engineering Professional Services.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • HSC AVP (\$499,999 or less)

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	<ul style="list-style-type: none"> • Procurement Services • Contract Administration 		<ul style="list-style-type: none"> • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
7. CONSULTING AGREEMENTS			
7.1 Statutory Consulting Agreements <i>Acquisition of consulting services as defined by Texas Government Code § 2254.021.</i>	See Section 27.7 herein.	See Section 27.7 herein.	See Section 27.7 herein.
7.2 Statutory Consulting Agreements <i>Providing consulting services to 3rd parties</i>	See Section 26.1 herein.	See Section 26.1 herein.	See Section 26.1 herein.
8. DONOR AGREEMENTS (SP 21.05, SR 21.05.01)			
8.1 Personal Property with Restrictions <i>(including indemnification) on Acceptance (including cash or cash equivalents) See SP 21.05.</i>	<ul style="list-style-type: none"> • Gift Oversight Office • OGC 	<ul style="list-style-type: none"> • AVP-GFT 	<ul style="list-style-type: none"> • CEO
8.2 Real Property <i>(including all bequests) All decisions involving accepting donations of real property should be coordinated through the SREO pursuant to SP 41.01.</i>	See Section 23.3 herein.	See Section 23.3 herein.	See Section 23.3 herein.
8.3 Intellectual Property Gifts	See Section 16.7 herein	See Section 16.7 herein.	See Section 16.7 herein.
9. EMPLOYMENT APPOINTMENTS			
9.1 Faculty Offer Letters <i>(Conditional letters of appointment to faculty)</i>			

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9.1.1 Approval of Appointment Offers – Tenure with Appointment (<i>Rank of Professor, Associate Professor</i>)	<ul style="list-style-type: none"> • DH • DEAN • VPFA • CAO • BOR if TOA 	<ul style="list-style-type: none"> • DH/DEAN/VPFA (less than \$150,000) 	<ul style="list-style-type: none"> • DH/DEAN/VPFA/CAO (more than \$150,000)
9.1.2 Approval of Appointment Offers – Tenure-Track Faculty Appointments (<i>Rank of Associate Professor, Assistant Professor, Instructor</i>)	<ul style="list-style-type: none"> • DH • DEAN • VPFA • CAO • BOR if TOA 	<ul style="list-style-type: none"> • DH/DEAN/VPFA (less than \$150,000) 	<ul style="list-style-type: none"> • DH/DEAN/VPFA/CAO (more than \$150,000)
9.1.3 Approval of Appointment Offers – Non-Tenure Track Appointments (<i>e.g. Visiting Faculty Titles & Lecturer Titles</i>)	<ul style="list-style-type: none"> • DH • DEAN • VPFA • CAO 	<ul style="list-style-type: none"> • DH/DEAN/VPFA (less than \$150,000) 	<ul style="list-style-type: none"> • DH/DEAN/VPFA/CAO (more than \$150,000)
9.1.4 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Dean, Interim Dean, Acting Dean</i>	<ul style="list-style-type: none"> • CAO • CEO 	<ul style="list-style-type: none"> • CAO/CEO (less than \$150,000) 	<ul style="list-style-type: none"> • CAO/CEO (more than \$150,000)
9.1.5 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Academic Department Head, Interim Head, Acting Head</i>	<ul style="list-style-type: none"> • DEAN • VPFA • CAO 	<ul style="list-style-type: none"> • DEAN/VPFA/CAO (less than \$150,000) 	<ul style="list-style-type: none"> • DEAN/VPFA/CAO (more than \$150,000)
9.1.6 Approval of Appointment Offers – Appointment and accompanying salary changes for faculty members appointed as <i>Director of an Academic Administrative Services Center or Institute</i>	<ul style="list-style-type: none"> • DH • DEAN • VPFA • CAO 	<ul style="list-style-type: none"> • DH/DEAN/VPFA/CAO (less than \$150,000) 	<ul style="list-style-type: none"> • DH/DEAN/VPFA/CAO (more than \$150,000)

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9.1.7 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Associate or Assistant Dean</i>	<ul style="list-style-type: none"> • DEAN • VPFA • CAO 	<ul style="list-style-type: none"> • DEAN/VPFA/CAO (less than \$150,000) 	<ul style="list-style-type: none"> • DEAN/VPFA/CAO (more than \$150,000)
9.1.8 Approval of Appointment Offers – Appointment and accompanying salary changes as <i>Associate or Assistant Department Head, Departmental Division Head</i>	<ul style="list-style-type: none"> • DH • DEAN 	<ul style="list-style-type: none"> • DEAN (less than \$150,000) 	<ul style="list-style-type: none"> • DEAN/CAO (more than \$150,000)
9.1.9 Approval of Appointment Offers – Faculty Appointments in Excess of Budgeted 100% Assignment	<ul style="list-style-type: none"> • DH • DEAN • VPFA • CAO 	<ul style="list-style-type: none"> • DH/DEAN/VPFA (less than \$150,000) 	<ul style="list-style-type: none"> • DH/DEAN/VPFA/CAO (more than \$150,000)
9.1.10 Continuing and Extension Education	<ul style="list-style-type: none"> • DH • DEAN • VPFA 	<ul style="list-style-type: none"> • DH/DEAN/VPFA (less than \$150,000) 	<ul style="list-style-type: none"> • DH/DEAN/VPFA (more than \$150,000)
9.1.11 Other Instructional Agreements – Temporary Hires (<i>part-time faculty, adjunct faculty</i>)	<ul style="list-style-type: none"> • DH • DEAN • VPFA • CAO 	<ul style="list-style-type: none"> • DH/DEAN/VPFA (less than \$150,000) 	<ul style="list-style-type: none"> • DH/DEAN/VPFA/CAO (more than \$150,000)
9.1.12 Off-Campus Instruction	<ul style="list-style-type: none"> • DH • DEAN 	<ul style="list-style-type: none"> • DEAN (less than \$150,000) 	<ul style="list-style-type: none"> • CAO (more than \$150,000)
9.1.13 Graduate Assistants (<i>initial employment agreement for graduate student assistants</i>)	<ul style="list-style-type: none"> • OGAPS (internal process) 	<ul style="list-style-type: none"> • OGAPS (internal process) 	<ul style="list-style-type: none"> • OGAPS (internal process)
9.2 Non-Faculty Employment Appointments			
9.2.1 Approval of Appointment Offers – <i>Non-Classified Administrative Staff</i>	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A

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9.2.2 Approval of Appointment Offers – <i>Classified Support Staff</i>	• N/A	• N/A	• N/A
9.2.3 Approval of Appointment Offers – <i>Staff in Excess of Budgeted 100% Assignment</i>	• N/A	• N/A	• N/A
10. EMPLOYEE BENEFITS CONTRACTS – Benefits Administration			
10.1 Group Insurance Contracts/Policies and Administrative Agreements	• SRM	• SRM	• SRM
11. EQUIPMENT LEASE AGREEMENTS			
<i>TAMU as Lessor</i>			
11.1 Equipment Lease with Purchase Option <i>Non-employee (former faculty, research sponsor, etc.) rental for a specific period with fixed purchase option of TAMU-owned equipment.</i>	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
11.2 Equipment Lease for <i>TAMU</i> -Related Activities <i>Non-employee (student, conference, etc.) rental for a specified period of TAMU-owned equipment.</i>	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
11.2.1 Rental Vehicles (<i>Non- TAMU Lessee</i>)	<ul style="list-style-type: none"> • Contract Originator • UD 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • UCO (\$499,999 or less) • HSC AVP

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	<ul style="list-style-type: none"> • Contract Administration 		(\$499,999 or less) <ul style="list-style-type: none"> • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
11.2.2 Equipment	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
TAMU as Lessee			
11.3 Equipment Lease with Purchase Option <i>Rental of equipment for TAMU use with fixed option to purchase within a specified period (five years or less).</i>	<ul style="list-style-type: none"> • Contract Originator • UD • Procurement Services • Contract Administration 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
11.4 Equipment Lease (Rental) <i>Rental of equipment for TAMU use for a specified period (five years or less).</i>	<ul style="list-style-type: none"> • Contract Originator • UD • Procurement Services • Contract Administration 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c

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			<ul style="list-style-type: none"> HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
12. FEDERAL & STATE REGULATORY AGREEMENTS			
12.1 Permits, Licenses, Declarations, Applications Filed with Regulatory Agencies	<ul style="list-style-type: none"> Contract Originator DH or UD DEAN Contract Administration 	<ul style="list-style-type: none"> DH or UD (\$10,000 or less) DCA 	<ul style="list-style-type: none"> UCO (\$300,000 or less) HSC AVP (\$300,000 or less) CFO – unlimited signature authority per SP 25.07, Sec 3.c HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
13. FINANCIAL CONTRACTS – Treasury Services			
13.1 System Depositories (SP 22.02)	<ul style="list-style-type: none"> Treasury Services PD > \$10,000 OGC ≥ \$100,000 	<ul style="list-style-type: none"> Treasurer DCIO 	<ul style="list-style-type: none"> Treasurer DCIO
13.2 Investment Management (SP 22.02)			
13.2.1 Investment Consultants and Advisors (subject to provisions of Section 27 Consultant Agreements)	<ul style="list-style-type: none"> Treasury Services PD > \$10,000 OGC ≥ \$100,000 	<ul style="list-style-type: none"> Treasurer DCIO 	<ul style="list-style-type: none"> Treasurer DCIO
13.2.2 Investment Management (SP 22.02)	<ul style="list-style-type: none"> Treasury Services PD > \$10,000 OGC ≥ \$100,000 	<ul style="list-style-type: none"> Treasurer DCIO 	<ul style="list-style-type: none"> Treasurer DCIO
13.3 Debt Management (SP 23.02, RFS, HEF and PUF)			
13.3.1 Financial Advisors (subject to provisions of Section 27.7 Consultant Agreements)	<ul style="list-style-type: none"> Treasury Services PD > \$10,000 OGC ≥ \$100,000 	<ul style="list-style-type: none"> Treasurer DCIO 	<ul style="list-style-type: none"> Treasurer DCIO
13.3.2 Bond Counsel (See Section 19.2 Legal)	<ul style="list-style-type: none"> Treasury Services PD > \$10,000 	<ul style="list-style-type: none"> Treasurer DCIO 	<ul style="list-style-type: none"> Treasurer DCIO

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	<ul style="list-style-type: none"> • OGC \geq \$100,000 	<ul style="list-style-type: none"> • General Counsel 	<ul style="list-style-type: none"> • General Counsel
13.4 Other Banking Functions (Custodial agreements, securities lending agreements)	<ul style="list-style-type: none"> • Treasurer Services • PD > \$10,000 • OGC \geq \$100,000 	<ul style="list-style-type: none"> • Treasurer • DCIO 	<ul style="list-style-type: none"> • Treasurer • DCIO
14. GRANT PARTICIPATION AGREEMENTS (FEDERAL/STATE/LOCAL/PRIVATE) (NON-RESEARCH RELATED)			
14.1 Grants (for sponsored research project related grants see Section 24.1)	<ul style="list-style-type: none"> • DH or UD • DEAN 	<ul style="list-style-type: none"> • DEAN or appropriate UD or branch campus AVP 	<ul style="list-style-type: none"> • CAO or CFO (\$499,999 or less) • CEO (BOR approval if applicable) (\$500,000 and above) per SP 25.07, Sec 2.a and Sec. 3.e
14.2 Student Financial Aid	<ul style="list-style-type: none"> • DH or UD • DEAN 	<ul style="list-style-type: none"> • DEAN or appropriate UD or branch campus AVP 	<ul style="list-style-type: none"> • CAO (\$499,999 or less) • CEO (BOR approval if applicable) (\$500,000 and above) per SP 25.07, Sec 2.a and Sec. 3.e
14.3 Funding Agreements (<i>Academic</i>)	<ul style="list-style-type: none"> • DH or UD • DEAN 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO or CFO (\$499,999 or less) • CEO (BOR approval if applicable) (\$500,000 and above) per SP 25.07, Sec 2.a and Sec. 3.e
14.4 Funding Agreements (<i>Non-Academic; Non-Sponsored Research</i>)	<ul style="list-style-type: none"> • DH or UD • DEAN 	<ul style="list-style-type: none"> • DH or UD (\$10,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
			(\$499,999 or less) <ul style="list-style-type: none"> • HSC SVP (\$499,999 or less) • CEO (BOR approval if applicable, (\$500,000 and above) per SP 25.07, Sec 2.a and Sec 3.e)
15. INSURANCE-PARTIAL RISK TRANSFER CONTRACTS – Risk Management and Safety (Retention of Predetermined Limited Risk with Contractual Transfer of Excess Risk Exposure)			
15.1 Fleet Automobile and Motor Driven Liability Contract (Motorized autos and machinery driven by System employees.) Contract reviewed by the State Board of Insurance, Attorney General’s Office and the Texas Building and Procurement Commission.	<ul style="list-style-type: none"> • Risk Management • PD > \$1,000,000 • OGC ≥ \$100,000 	<ul style="list-style-type: none"> • Director, Risk Management 	<ul style="list-style-type: none"> • Director, Risk Management (after OGC review) • S-CFO
15.2 Directors and Officers Liability Contract (Covers BOR, System Administrators, Faculty and Staff)	<ul style="list-style-type: none"> • Risk Management • PD > \$1,000,000 • OGC ≥ \$100,000 	<ul style="list-style-type: none"> • Director, Risk Management 	<ul style="list-style-type: none"> • Director, Risk Management (after OGC review) • S-CFO
15.3 Healthcare Purchasers Professional Liability Contract (Professional /Fiduciary coverage for System Self-Insured Group Benefit Programs)	<ul style="list-style-type: none"> • Risk Management • PD > \$1,000,000 • OGC ≥ \$100,000 	<ul style="list-style-type: none"> • Director, Risk Management 	<ul style="list-style-type: none"> • Director, Risk Management (after OGC review) • S-CFO
15.4 Various Insurance – Partial Risk Transfer Contracts (Funding from Member/User) NOTE: <i>The Office of Risk Management is responsible for all System-based Partial Risk Transfer Contracts. Risk</i>	<ul style="list-style-type: none"> • Risk Management • PD > \$1,000,000 • OGC ≥ \$100,000 	<ul style="list-style-type: none"> • Director, Risk Management 	<ul style="list-style-type: none"> • Director, Risk Management (after OGC review) • S-CFO

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
<u>Management must be contacted before any insurance is purchased.</u>			
15.5 Workers' Compensation Insurance Claims processing or settlement	<ul style="list-style-type: none"> • Risk Management • PD > \$1,000,000 • OGC ≥ \$100,000 	<ul style="list-style-type: none"> • Director, Risk Management 	<ul style="list-style-type: none"> • Director, Risk Management (after OGC review) • S-CFO • General Counsel
15.6 Administrative Contracts	<ul style="list-style-type: none"> • Risk Management • PD > \$1,000,000 • OGC ≥ \$100,000 	<ul style="list-style-type: none"> • Director, Risk Management 	<ul style="list-style-type: none"> • Director, Risk Management (after OGC review) • S-CFO
16. INTELLECTUAL PROPERTY (SP 17.01) * Monetary categories above do not apply to this section per System Policy 25.07, §6			
16.1 Technology Transfer			
16.1.1 Patent License Agreement (<i>Technology Transfer</i>)	<ul style="list-style-type: none"> • TTC • OGC • VCR 	<ul style="list-style-type: none"> • COO approves for member and VCR approves and executes 	
16.1.2.1 Non-Patent License Agreement (<i>Technology Transfer</i>) (System controlled or owned) trade secrets; non-patentable inventions/know-how; Plant Variety Protection Act; copyrights; etc.	<ul style="list-style-type: none"> • TTC • OGC • VCR 	<ul style="list-style-type: none"> • COO approves for member and VCR approves and executes 	
16.1.2.2 Non-Patent License Agreement (<i>Technology Transfer</i>) (Member controlled or owned) copyrights that are not assigned to System for commercialization	<ul style="list-style-type: none"> • OGC 	<ul style="list-style-type: none"> • COO executes 	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
16.1.3.1 Trademark and Service Mark License (System controlled or owned)	<ul style="list-style-type: none"> • TTC • OGC • VCR 	<ul style="list-style-type: none"> • VCR approves and executes 	
16.1.3.2 Trademark and Service Mark License (Member owned and licensed via System IP license agreement)	<ul style="list-style-type: none"> • TTC • OGC • VCR 	<ul style="list-style-type: none"> • COO approves for member and VCR approves and executes 	
16.1.3.3 Trademark and Service Mark License (Member owned and licensed)	<ul style="list-style-type: none"> • TTC • OGC 	<ul style="list-style-type: none"> • COO executes 	
16.1.4.1 Software License (In-Bound)	See Section 22.3 herein.	See Section 22.3 herein.	
16.1.4.2 Software License (Out-Bound) System Owned	<ul style="list-style-type: none"> • TTC • OGC • VCR 	<ul style="list-style-type: none"> • COO approves for member and VCR approves and executes 	
16.1.4.3 Software License (Out-Bound) Member Owned	<ul style="list-style-type: none"> • OGC 	<ul style="list-style-type: none"> • COO executes 	
16.1.5 Option Agreement for future License of Intellectual Property	<ul style="list-style-type: none"> • TTC • OGC • VCR 	<ul style="list-style-type: none"> • COO approves and VCR approves and executes 	
16.1.6 Inter-Institutional Agreement (<i>educational institutions</i>)	<ul style="list-style-type: none"> • TTC • OGC • VCR 	<ul style="list-style-type: none"> • COO approves and VCR approves and executes 	
16.1.7.1 Assignment of Intellectual Property to Third Party (<i>IP does not exist at time of Sponsored Research Agreement</i>)	<ul style="list-style-type: none"> • TTC • OGC • VCR 	<ul style="list-style-type: none"> • COO approves waiver of ownership of IP created under Sponsored Research Agreement • Upon creation of IP, assignment executed by VCR 	

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16.1.7.2 Assignment of Intellectual Property to Third Party (<i>Existing IP</i>)	<ul style="list-style-type: none"> • OGC • TTC • VCR 	<ul style="list-style-type: none"> • Approval of Chancellor via OGC process • Assignment executed by VCR 	
16.1.8 Intellectual Property Release to IP Creator	<ul style="list-style-type: none"> • TTC • OGC • VCR 	<ul style="list-style-type: none"> • COO approves and VCR approves and executes 	
16.1.9 Material Transfer Agreement covering System Intellectual Property (<i>Commercial and Non-Commercial</i>)	<ul style="list-style-type: none"> • TTC • OGC • VCR 	<ul style="list-style-type: none"> • COO approves and VCR approves and executes 	
16.2 Disclosure and Protection of Intellectual Property			
16.2.1 Invention/Software Copyright Disclosure	<ul style="list-style-type: none"> • IP Creator • TTC • ECO 	<ul style="list-style-type: none"> • N/A 	
16.2.2.1 IP Creators Sharing Agreement (usually included in IP Disclosure)	<ul style="list-style-type: none"> • IP Creators • TTC 	<ul style="list-style-type: none"> • If IP Creators cannot agree within 3 months of disclosure, then COO decides sharing for IP Creators 	
16.2.2.2 IP Creators Multiple IP Relative Weight Agreement	<ul style="list-style-type: none"> • IP Creators • TTC • OGC 	<ul style="list-style-type: none"> • If IP Creators still employed at System cannot agree within 3 months of execution of a license, then COO decides relative weighting of IP in license agreement 	
16.2.3.1 Members Sharing Agreement	<ul style="list-style-type: none"> • TTC • OGC 	<ul style="list-style-type: none"> • If TAMU COO & Member CEOs cannot agree, then Chancellor or VCR decides sharing among members for the IP 	
16.2.3.2 Members Multiple IP Relative Weight Agreement	<ul style="list-style-type: none"> • TTC • OGC 	<ul style="list-style-type: none"> • If TAMU COO and Member CEOs cannot agree, then Chancellor or VCR decides relative weighting of IP in license agreement 	
16.2.4 Intellectual Property Application and Prosecution (patents; copyright registrations; trademark applications; plant	<ul style="list-style-type: none"> • IP Creator • TTC • OGC for trademarks 	<ul style="list-style-type: none"> • TTC controls prosecution and registrations • COO approves expenses for member 	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
variety protection act certificates)	<ul style="list-style-type: none"> • VCR 		
16.2.5 Intellectual Property Application and Prosecution for Member Owned Copyrights and Trademarks (copyright registrations and trademark applications)	<ul style="list-style-type: none"> • IP Creator • TTC • OGC for trademarks 	<ul style="list-style-type: none"> • TTC controls prosecution and registrations • COO approves expenses for member 	
16.3 Collegiate Licensing	<ul style="list-style-type: none"> • VP-BD 	<ul style="list-style-type: none"> • VP-BD • CEO – unlimited signature authority per SP 25.07, Sec 3.b 	
16.4 Nondisclosure/Confidentiality Agreements			
16.4.1 Nondisclosure/Confidentiality Agreements Relating to Commercialization of System Intellectual Property	<ul style="list-style-type: none"> • TTC • OGC • VCR 	<ul style="list-style-type: none"> • COO approves for member and VCR approves and executes 	
16.4.2 Nondisclosure/Confidentiality Agreements Not Relating to Commercialization of System Intellectual Property	See Section 24.5	See Section 24.5	
16.5 Memorandum of Agreement Non-academic (letter style) agreements which document programmatic commitments between TTC and Non-System entities (<i>includes promotion of collaboration for: commercializing System IP; obtaining investors for companies licensing System IP; research investment by entities in a foreign</i>)	<ul style="list-style-type: none"> • CEO • TTC • OGC • VCR 	<ul style="list-style-type: none"> • COO approves for member and VCR approves and executes 	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
<i>country; and promoting history of System students and foreign country)</i>			
16.6 Business Entity to Commercialize System Intellectual Property			
16.6.1 Creation of System Business Entity to Commercialize System Intellectual Property	<ul style="list-style-type: none"> • CEO (If Member sponsored creation of Entity) • TTC • OGC • VCR 	<ul style="list-style-type: none"> • Approval of Chancellor via OGC process • VCR executes 	
16.6.2 Investing in a Business Entity Having a License to System Intellectual Property	<ul style="list-style-type: none"> • CEO • TTC • OGC • VCR 	<ul style="list-style-type: none"> • Approval of Chancellor via OGC process • VCR executes 	
16.7 Intellectual Property Gifts			
16.7.1 IP Offer to System in Exchange for Royalty Sharing	<ul style="list-style-type: none"> • CEO • TTC • OGC • VCR • Chancellor 	<ul style="list-style-type: none"> • Approval of Chancellor via OGC process • VCR executes 	
16.7.2 IP Offer to Member in Exchange for Royalty Sharing	<ul style="list-style-type: none"> • CEO • OGC • TTC (if patent) • VCR (if patent) 	<ul style="list-style-type: none"> • Member CEO via OGC process • VCR (if patent) 	
16.7.3 IP Offer to System of Charitable Gift	<ul style="list-style-type: none"> • CEO • TTC • OGC 	<ul style="list-style-type: none"> • Chancellor or VCR 	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
	<ul style="list-style-type: none"> • SOBA • VCR • Chancellor 		
16.7.4 IP Offer to Member of Charitable Gift	<ul style="list-style-type: none"> • CEO • OGC • TTC (if patent) • VCR (if patent) 	<ul style="list-style-type: none"> • Member CEO • VCR (if patent) 	
16.8 Misc. Intellectual Property Agreements and agreements ancillary to intellectual property agreements	<ul style="list-style-type: none"> • CEO • OGC • TTC • VCR 	<ul style="list-style-type: none"> • VCR 	
17. INTER-AGENCY and INTER-LOCAL AGREEMENTS * Per System Policy 25.07, §6, monetary categories above do not apply to inter-agency agreements in this section as described in System Policy 25.07, §3(f)			
17.1 Inter-Agency Agreements <i>Commitment for the use/acquisition (provision) of resources from (to) another STATE AGENCY governed by Texas Government Code Chapter 771</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • CAO (if agreement related to academic collaboration, course delivery, or course/student/faculty exchange of any kind) • Contract Administration 	<ul style="list-style-type: none"> • DH or UD (\$10,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO – unlimited signature authority as per SP 25.07, Sec 3.f • HSC SVP – unlimited signature authority as per SP 25.07, Sec 3.f

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
17.2 Inter-Local Agreements <i>Commitment for the use/acquisition (provision) of resources from (to) a LOCAL GOVERNMENT governed by Texas Government Code Chapter 791</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • CAO (if agreement related to academic collaboration, course delivery, or course/student/faculty exchange of any kind) • Contract Administration 	<ul style="list-style-type: none"> • DH or UD (\$10,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO – (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e • HSC SVP – (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
18. INTRA-SYSTEM AGREEMENT * Per System Policy 25.07, §6, monetary categories above do not apply to intra-system agreements in this section as described in System Policy 25.07, §3(f)			
18.1 Intra-System Agreement <i>Commitment for the use/acquisition (provision) of resources from (to) other System members.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO – unlimited signature authority as per SP 25.07, Sec 3.f • HSC SVP – unlimited signature authority as per SP 25.07, Sec 3.f
18.2 RELLIS Intra-System Agreement <i>Commitment for the use/acquisition (provision) of resources from (to) other System members.</i>	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
19. LEGAL (SP 09.04, SR 09.04.01)			
19.1 Litigation (<i>See 19.1.1 below</i>) <i>All settlements shall have concurrence of the TAMUS CEO and General Counsel and where required, the approval of the State Attorney General.</i>			
19.1.1 Approval to Settle: \$100,000 or less General Counsel \$100,000 to \$300,000 Chancellor More than \$300,000 BOR	<ul style="list-style-type: none"> • OGC • Chancellor • OGC 	<ul style="list-style-type: none"> • General Counsel • Chancellor 	<ul style="list-style-type: none"> • General Counsel • Chancellor (more than \$300K BOR)
19.2 Outside Legal Counsel <i>General Counsel acts as liaison to the Attorney General and shall retain, manage and approve all outside counsel for the System and its members.</i>	<ul style="list-style-type: none"> • Department Head • OGC • Chancellor 	<ul style="list-style-type: none"> • General Counsel • Chancellor 	<ul style="list-style-type: none"> • General Counsel • Chancellor
20. MEMORANDA OF AGREEMENT/UNDERSTANDING – ACADEMIC			
20.1 General Memorandum of Agreement or Understanding (Letter Agreement) <i>Documents programmatic commitments between TAMU and non-TAMU entities; contracts to perform educational and service activities consistent with the TAMU mission.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • CAO 	<ul style="list-style-type: none"> • CAO (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
20.2 Cooperative Agreements <i>Student co-op affiliation agreements with sponsoring entities.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DEAN or appropriate UD or branch campus AVP 	<ul style="list-style-type: none"> • CAO (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
20.3 International Affairs <i>Documents mutual obligations for international joint programs.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD 	<ul style="list-style-type: none"> • VP-ASC or AVP-GE 	<ul style="list-style-type: none"> • VP-ASC or AVP-GE (\$499,999 or less)

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	<ul style="list-style-type: none"> • DEAN • Contract Administration 		<ul style="list-style-type: none"> • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
20.3.1 Programmatic commitments and aspirational collaborations between TAMU and international entities	<ul style="list-style-type: none"> • Contract Originator • Global Program Support • DH or UD • DEAN • CAO (Dual Degree Programs, new academic programs) • Global Engagement 	<ul style="list-style-type: none"> • VP-ASC or AVP-GE • VP-ASC (Dual Degree Program) • AVP-GE (REEP) 	<ul style="list-style-type: none"> • VP-SAC or AVP-GE (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
20.4 International Study Abroad Program	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • VP-ASC or AVP-GE 	<ul style="list-style-type: none"> • VP-ASC or AVP-GE (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
20.5 Training Affiliation (<i>internships</i>) Documents mutual obligations to establish training [internship opportunities] for TAMU students.	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DEAN or UD 	<ul style="list-style-type: none"> • CAO (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
20.6 Work Study Program Agreements	<ul style="list-style-type: none"> • Contract Originator 	<ul style="list-style-type: none"> • DEAN or appropriate UD or branch campus Associate VP 	<ul style="list-style-type: none"> • CAO (\$499,999 or less)

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	<ul style="list-style-type: none"> • DH or UD • DEAN • Contract Administration 		<ul style="list-style-type: none"> • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
21. MEMORANDA OF AGREEMENT/UNDERSTANDING – NON-ACADEMIC			
21.1 General Memorandum of Agreement or Understanding (Letter Agreement) <i>Documents commitments between TAMU and non-TAMU entities that are non-academic in nature.</i>	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration 	<ul style="list-style-type: none"> • UD (\$10,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$299,999 or less) • CFO (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec. 3.e
22. PURCHASE AGREEMENTS (TAMU acquiring goods and services not addressed in Section 27)			
22.1 TAMU Purchase Orders <i>Purchase of goods or services from outside vendor using standard forms promulgated by TAMU, which are processed through the appropriate bid process in accordance with TAMU policies and State requirements.</i>	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
22.2 Vendor Purchase Orders <i>Purchase of goods or services from outside vendor using vendor supplied document or negotiated agreement.</i>	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
22.3 Software License Agreements <i>Contract for use of computer software using vendor supplied document/agreement or System standard forms.</i>			
22.3.1 University or Dep't specific	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration • Procurement Services • CISO 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
22.3.2 System Offices <i>Contract providing System Office or System-wide computing application.</i>	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a
22.3.3 Intellectual Property (non through TTC) <i>Contract containing IP Provisions</i>	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a
22.4 Memberships <i>Purchase of Organizational Affiliations for individuals, groups, or the institution.</i>			
22.4.1 Professional/Service Associations <i>Purchase by TAMU on behalf of an individual, group or the institution of a membership in a</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN 	<ul style="list-style-type: none"> • DEAN or appropriate UD or branch campus AVP 	<ul style="list-style-type: none"> • CAO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
<i>professional or service organization.</i>	<ul style="list-style-type: none"> • Contract Administration 		<ul style="list-style-type: none"> • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a
22.4.2 Social/Individual <i>Purchase by TAMU on behalf of an individual of a membership in a social organization.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DEAN or appropriate UD or branch campus AVP 	<ul style="list-style-type: none"> • CAO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a
22.5 Library Acquisitions <i>Books, subscriptions, reference materials, memberships purchased for the express purpose of obtaining publications. Database services and lease agreements for electronic library materials.</i>	<ul style="list-style-type: none"> • Contract Originator • DH • DEAN • Contract Administration • CISO 	<ul style="list-style-type: none"> • DEAN (\$50,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
22.6 Library Subcontracts <i>TAMU library subcontracts to provide off-campus library services.</i>	<ul style="list-style-type: none"> • Contract Originator • DH • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DEAN (\$50,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less)

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
			<ul style="list-style-type: none"> • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a and/or Sec 3.e
22.7 Commercial Licenses (<i>Chick-Fil-A, etc.</i>)	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
22.8 Maintenance Agreements acquired with equipment purchase or as stand-alone purchase	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
22.9 Partial Sale, Partial Gift Purchases (See SP 21.05, §3)	<ul style="list-style-type: none"> • See SP 21.05, §3 	<ul style="list-style-type: none"> • See SP 21.05, §3 	<ul style="list-style-type: none"> • See SP 21.05, §3
22.10 Financing Service Agreements related to the acquisition of good or services.	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
22.11 Purchasing Agreements not classified elsewhere	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
23. REAL PROPERTY TRANSACTIONS (SP 41.01, SR 41.01.01)¹ * Monetary Categories Above Do Not Apply to this Section			
23.1 Purchase of Real Property <i>Per SP 41.01, §2 and SR 41.01.01, §3:</i> ○ <i>SREO oversees all acquisitions of real property.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • CAO • Contract Administration • CEO • SREO and/or SERO • OGC 	<ul style="list-style-type: none"> • BOR approval required if consideration is over \$1,000,000 • Chancellor or S-CFO approves and executes purchases of \$1,000,000 or less 	
23.2 Condemnation of Real Property <i>Per SP 41.01, §2 and SR 41.01.01, §3:</i> ○ <i>SREO oversees all acquisitions of real property.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • Contract Administration • DEAN & CAO (I/A) 	<ul style="list-style-type: none"> • Chancellor, S-CFO or General Counsel executes all documents (after BOR approval) 	

¹ Per *SP 41.01.01, §1.5*, for each real property transaction, legal forms and documents must be reviewed and approved for legal form and sufficiency by OGC.

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	<ul style="list-style-type: none"> • CEO • SREO • OGC • Chancellor or S-CFO 		
<p>23.3 Gifts/Bequests of Real Property <i>Per SR 41.01.01, §3:</i></p> <ul style="list-style-type: none"> ○ <i>SREO oversees all acquisitions of real property.</i> ○ <i>SOBA and OGC must approve prior to CEO accepting gift.</i> 	<ul style="list-style-type: none"> • AVP-GFT • CEO • SREO and/or SERO • OGC • SOBA 	<ul style="list-style-type: none"> • CEO can accept after approval of OGC and SOBA • S-CFO can accept after approval of OGC and SOBA if property is gifted/bequested to System Offices 	
<p>23.4 Sale or Exchange of Real Property <i>Per SP 41.01, §3 and SR 41.01.01, §4:</i></p> <ul style="list-style-type: none"> ○ <i>SREO oversees all activities required to dispose of or exchange real property.</i> ○ <i>Member CEOs may recommend disposal or exchange of System real property.</i> 	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • CAO (academic) • CEO • SREO and/or SERO • OGC 	<ul style="list-style-type: none"> • Chancellor or S-CFO executes after BOR approval, if necessary 	
23.5 Lease of Real Property			
<p>23.5.1 TO 3rd Parties</p> <ul style="list-style-type: none"> ○ <i>Lease of SYSTEM-owned facilities and/or land for a period. SREO shall review leases as required by SR 41.01.01, §5.</i> ○ <i>Leases to 3rd Parties with a term >5 years, including renewals, must be approved by the BOR as required by SP 41.01, §4.1</i> 	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration • CEO • SREO • OGC 	<ul style="list-style-type: none"> • CEO if term of 5 years or less; Chancellor or S-CFO if property assigned to System Offices or if Lease approved by BOR • DH or UD (\$25,000 or less & 5 years or less) • DCA (\$99,999 or less & 5 years or less) • UCO (\$299,999 or less and 5 years or less) • HSC AVP (\$299,999 or less and 5 years or less) • CFO (\$499,999 or less and 5 years or less) 	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
	<ul style="list-style-type: none"> • Chancellor or S-CFO (if property assigned to System Offices) 	<ul style="list-style-type: none"> • HSC SVP (\$499,999 or less and 5 years or less) • CEO (\$749,999 or less and 5 years or less) 	
<p>23.5.2 FROM 3rd Parties <i>Lease of facilities (office, laboratory, classroom, storage, residence, etc.) and/or land from a 3rd party for TAMU use for a specified period.</i> <i>See SP 41.01, §4 and SR 41.01.01, §6</i></p>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration • CEO • SREO • OGC 	<ul style="list-style-type: none"> • CEO, Chancellor or S-CFO depending on term, amount and property assignment. <p>SP 41.01 and SR 41.01.01 approvals:</p> <ul style="list-style-type: none"> • 5 yrs. or less/\$500,000 or less – CEO or S-CFO • 10 yrs. or less/over \$500,000 to \$1,000,000–Chancellor or S-CFO • More than 10 yrs. or greater than \$1,000,000 – Chancellor or S-CFO executes after BOR approval <ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA (\$99,999 or less) • UCO (\$299,999 or less) • HSC AVP (\$299,999 or less) • CFO (\$499,999 or less) 	
<p>23.5.3 Student Retreat Facility <i>Lease of facilities (camp grounds, recreational facility, residence, etc.) and/or land for TAMU use for a specific student retreat.</i></p>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration • CEO • SREO • OGC 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA (\$99,999 or less) • UCO (\$299,999 or less) • HSC AVP (\$299,999 or less) • CFO (\$499,999 or less) 	

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23.6 Easements (SP 41.01, §6)			
23.6.1 System as Grantor (easement across System property) (10 year limit)	<ul style="list-style-type: none"> • CEO • SERO • OGC 	<ul style="list-style-type: none"> • VCBA • Managing Counsel, Property & Construction 	
23.6.2 System as Grantee (easement across 3 rd party's property) (Requires BOR approval if over \$300,000)	<ul style="list-style-type: none"> • CEO • SERO • OGC 	<ul style="list-style-type: none"> • VCBA • Managing Counsel, Property & Construction • Chancellor or S-CFO (if BOR approval required) 	
23.6.3 Conditional Roadway Easements (indefinite term) (Requires BOR approval)	<ul style="list-style-type: none"> • CEO • SREO • OGC 	<ul style="list-style-type: none"> • Chancellor or S-CFO executes after BOR approval 	
23.7 Housing Agreements			
23.7.1 International Housing <i>University owned or leased housing provided for visiting international faculty.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration • CEO • SREO • OGC 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA (\$99,999 or less) • UCO (\$299,999 or less) • HSC AVP (\$299,999 or less) • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (\$749,999 or less) 	
23.7.2 Residence Hall <i>On-campus student housing.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA (\$99,999 or less) • UCO (\$299,999 or less) • HSC AVP (\$299,999 or less) • CFO (\$499,999 or less) 	

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	<ul style="list-style-type: none"> • CEO • SREO • OGC 	<ul style="list-style-type: none"> • HSC SVP (\$499,999 or less) • CEO (\$749,999 or less) 	
<p>23.7.3 Student Apartments <i>Off-campus University-housing provided for students.</i></p>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration • CEO • SREO • OGC 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA (\$99,999 or less) • UCO (\$299,999 or less) • HSC AVP (\$299,999 or less) • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (\$749,999 or less) 	
<p>23.7.4 Mail Box <i>Rental of residence hall mail boxes.</i></p>	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A 	
<p>23.8 Other Grants of Rights Related to Real Property</p>			
<p>23.8.1 Permits, Licenses and Facility Use Agreements covering System property (temporary or periodic use, i.e. arenas, stadiums, classrooms, etc.). See SP 41.01.01, §12.1</p>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration • CEO • SREO • OGC 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA (\$99,999 or less) • UCO (\$299,999 or less) • HSC AVP (\$299,999 or less) • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (\$749,999 or less) • VCBA or Managing Counsel, Property & Construction if property assigned to System Offices 	
<p>23.8.2 Permits and Licenses of System Land, including Water Use and Antiquities Permits</p>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA (\$99,999 or less) • UCO (\$299,999 or less) • HSC AVP (\$299,999 or less) 	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
	<ul style="list-style-type: none"> • Contract Administration • CEO • SREO • OGC 	<ul style="list-style-type: none"> • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (\$749,999 or less) • VCBA or Managing Counsel, Property & Construction 	
<p>23.8.3 Permits, Licenses and Facility Use Agreements covering 3rd Party Property (temporary or periodic use, i.e. arenas, stadiums, classrooms, campgrounds, etc.). See SP 41.01.01, §12.2</p>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration • CEO • SREO • OGC 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA (\$99,999 or less) • UCO (\$299,999 or less) • HSC AVP (\$299,999 or less) • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (\$749,999 or less) • VCBA or Managing Counsel, Property & Construction if property assigned to System Offices 	
<p>23.8.4 Oil, Gas and Mineral Rights Leasing See SP 41.01, §5</p>	<ul style="list-style-type: none"> • SERO and/or SERO • OGC 	<ul style="list-style-type: none"> • Chancellor or S-CFO 	
<p>23.8.5 Other Oil, Gas and Mineral Rights documents (i.e. Division Orders; Pooling Agreements; Production Sharing Agreements; Ratification Agreements; Assignment Consents; Affidavits; and related documents)</p>	<ul style="list-style-type: none"> • SERO • OGC 	<ul style="list-style-type: none"> • VCBA, Landman IV or Managing Counsel, Property & Construction 	
<p>23.8.6 Other Documents (i.e. Subordination, Non-disturbance & Attornment Agreements; Assignments; Estoppels; Renewals; Consents;</p>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA (\$99,999 or less) • UCO (\$299,999 or less) • HSC AVP (\$299,999 or less) • CFO (\$499,999 or less) 	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
Terminations; Non-Disclosures; Confidentiality Agreements; Ratifications; Releases; Memorandums; Affidavits; Acknowledgments; documents containing statements of fact; Correction instruments and non-substantive amendments to documents, etc.)	<ul style="list-style-type: none"> • SREO and/or SERO • OGC 	<ul style="list-style-type: none"> • HSC SVP (\$499,999 or less) • CEO (\$749,999 or less) • VCBA or Managing Counsel, Property & Construction 	
23.8.7 Real Property Management and Maintenance (i.e. Surface Use Agreements; Drainage Agreements; Maintenance Agreements, etc.)	<ul style="list-style-type: none"> • SREO • OGC 	<ul style="list-style-type: none"> • CEO • S-CFO or VCBA 	
23.8.8 Condominium Ownership, Operations and Activity Documents	<ul style="list-style-type: none"> • SREO • OGC 	<ul style="list-style-type: none"> • S-CFO or VCBA 	
23.8.9 Broker/Agency Representation and Listing Agreements; Non-binding Letters of Intent/Term Sheets	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration • SREO • OGC 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA (\$99,999 or less) • UCO (\$299,999 or less) • HSC AVP (\$299,999 or less) • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (\$749,999 or less) • VCBA 	
23.9 Service Contracts for Real Property Transactions (surveyors, appraisers, property inspectors, title company contracts, etc.) (See also Section 27.6)	<ul style="list-style-type: none"> • Contract Administration • CEO • SREO 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA (\$99,999 or less) • UCO (\$299,999 or less) • HSC AVP (\$299,999 or less) 	

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	<ul style="list-style-type: none"> OGC 	<ul style="list-style-type: none"> CFO (\$499,999 or less) HSC SVP (\$499,999 or less) CEO (\$749,999 or less) VCBA or Managing Counsel, Property & Construction 	
23.10 RELLIS Campus Leases, Licenses, Permits and Facility Use Agreements	<ul style="list-style-type: none"> N/A 	<ul style="list-style-type: none"> N/A 	
24. RESEARCH AGREEMENTS * Per System Policy 25.07, §6, monetary categories above do not apply to research agreements in this section as described in System Policy 25.07, §3(a)			
24.1 Research agreements (where member is the prime contractor signing the agreement with the sponsor; or member is a subcontractor signing the agreement with the prime contractor or a higher-tier subcontractor). <i>Includes grants, contracts, cooperative agreements, and consortium agreements</i>	<ul style="list-style-type: none"> VPR (can be re-delegated by VPR to SRS) 	<ul style="list-style-type: none"> VPR (unlimited signature authority per SP 25.07, Sec 3.a) 	
24.2 Sub-agreements/Sub-recipient/Sub-grant/Sub-contract agreements for sponsored research and ancillary services (where member is the prime contractor signing the agreement with a subcontractor; or member is a subcontractor signing the agreement with a lower-tier subcontractor).	<ul style="list-style-type: none"> VPR (can be re-delegated by VPR to SRS) 	<ul style="list-style-type: none"> VPR (unlimited signature authority per SP 25.07, Sec 3.a) 	
24.3 Proposal Submissions	<ul style="list-style-type: none"> VPR (can be re-delegated by VPR to SRS) 	<ul style="list-style-type: none"> VPR (unlimited signature authority per SP 25.07, Sec 3.a) 	

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
24.4 Teaming Agreements	<ul style="list-style-type: none"> VPR (can be re-delegated by VPR to SRS) 	<ul style="list-style-type: none"> VPR 	
24.5 Non-disclosure/Confidentiality Agreements	<ul style="list-style-type: none"> VPR (can be re-delegated by VPR to SRS) 	<ul style="list-style-type: none"> VPR 	
24.6 Material Transfer Agreements	<ul style="list-style-type: none"> VPR (can be re-delegated by VPR to SRS) 	<ul style="list-style-type: none"> VPR 	
24.7 Testing/Analytical Agreements	<ul style="list-style-type: none"> VPR (can be re-delegated by VPR to SRS) 	<ul style="list-style-type: none"> VPR (unlimited signature authority per SP 25.07, Sec 3.a) 	
24.8 Intellectual Property Agreements (Not through TTC)	<ul style="list-style-type: none"> VPR (can be re-delegated by VPR to SRS) 	<ul style="list-style-type: none"> VPR 	
24.9 Misc. Research Agreements and agreements ancillary to research agreements. <i>Includes Vessel Time Charter Agreements; Video Production Agreements; Facility Use Agreements; etc.</i>	<ul style="list-style-type: none"> VPR (can be re-delegated by VPR to SRS) 	<ul style="list-style-type: none"> VPR (unlimited signature authority per SP 25.07, Sec 3.a) 	
25. REVENUE GENERATING AGREEMENTS			
25.1 Revenue Generating <i>Revenue generating contracts which do not fall into any other delegation category and no competitive bid requirements</i>	<ul style="list-style-type: none"> Contract Originator DH or UD DEAN Contract Administration 	<ul style="list-style-type: none"> DH or UD (\$25,000 or less) DCA 	<ul style="list-style-type: none"> UCO (\$300,000 or less) HSC AVP (\$300,000 or less) CFO (\$499,999 or less) HSC SVP

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			(\$499,999 or less) <ul style="list-style-type: none"> • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a
25.2 RELLIS Campus Revenue Generating	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a 	<ul style="list-style-type: none"> • n/a
26. SALES AGREEMENTS (TAMU providing goods or services)			
26.1 Consultant/Professional Service Agreements (non-statutory) TAMU acting as consultant or performing professional service (including testing services).	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,000 or less) • HSC SVP (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a
26.1.1 Intellectual Property Agreements (Not through TTC)	<ul style="list-style-type: none"> • VPR (can be re-delegated by VPR to SRS) 	<ul style="list-style-type: none"> • VPR 	<ul style="list-style-type: none"> • VPR
26.1.2 Analysis/Testing	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (BOR approval)

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			(\$500,000 and above) per SP 25.07, Sec 2.a
26.2 Property Transfer Agreements (inventoried and non-inventoried items)			
26.2.1 Transfer or surplus property	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a
26.2.2 Transfer within the System	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a
26.2.3 Transfer to another state agency	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less)

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
	<ul style="list-style-type: none"> • Contract Administration 		<ul style="list-style-type: none"> • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a
26.2.4 Transfer to an independent third party	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a
26.3 Unclassified Services Providing services not specified elsewhere.	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration 	<ul style="list-style-type: none"> • DH or UD (\$25,000 or less) • DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) • HSC SVP (\$499,999 or less) • CEO (BOR approval) (\$500,000 and above) per SP 25.07, Sec 2.a

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
27. SERVICES AGREEMENTS (TAMU acquiring services)			
27.1 Educational Testing Services	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
27.2 Entertainment Events <i>Artistic entertainment performance agreements.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • DH or UD (\$10,000 or less) • Appropriate Assistant/ Associate VP or DCA 	<ul style="list-style-type: none"> • PD or UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) per SP 25.07, Sec 3.e; unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP (\$499,999 or less) per SP 25.07, Sec 3.e; unlimited signature authority per SP 25.07, Sec 3.c • CEO (BOR approval if applicable); (\$500,000 and above) per SP 25.07, Sec 2.a
27.3 Lecture/Seminar Speaker Agreements	<ul style="list-style-type: none"> • Contract Originator • DH or UD 	<ul style="list-style-type: none"> • DH or UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$300,000 or less) • HSC AVP

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<i>Use of non-faculty/staff to lecture or speak in support of institutional programs.</i>	<ul style="list-style-type: none"> • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • Appropriate Assistant/ Associate VP or DCA 	<ul style="list-style-type: none"> • (\$300,000 or less) • CFO (\$499,999 or less) per SP 25.07, Sec 3.e; unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP (\$499,999 or less) per SP 25.07, Sec 3.e; unlimited signature authority per SP 25.07, Sec 3.c • CEO (BOR approval <i>if applicable</i>); (\$500,000 and above) per SP 25.07, Sec 2.a
27.4 Maintenance Agreements			
<p>27.4.1 Purchase with Equipment Purchase <i>Purchase of maintenance services from equipment vendor as an integral part of equipment purchase.</i></p>	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
<p>27.4.2 Stand Alone Purchase <i>Purchase of maintenance services independent from equipment purchase or vendor.</i></p>	<ul style="list-style-type: none"> • Contract Originator • UD • Contract Administration 	<ul style="list-style-type: none"> • UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$499,999 or less) • HSC AVP (\$499,999 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
	<ul style="list-style-type: none"> Procurement Services 		<ul style="list-style-type: none"> HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
27.5 Non-academic Instruction <i>Recreational Sports</i>	<ul style="list-style-type: none"> Contract Originator DH or UD DEAN Contract Administration Procurement Services 	<ul style="list-style-type: none"> DH or UD (\$10,000 or less) PD or DCA 	<ul style="list-style-type: none"> UCO (\$300,000 or less) HSC AVP (\$300,000 or less) CFO – unlimited signature authority per SP 25.07, Sec 3.c HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
27.6 Statutory Professional Services <i>Acquisition of professional services as defined by Texas Government Code §2254.002 (accounting, architecture, optometry, medicine, land surveying, real estate appraising, and professional engineering). Agreements for outside counsel must comply with Section 19 herein.</i>	<ul style="list-style-type: none"> Contract Originator DH or UD DEAN Contract Administration Procurement Services 	<ul style="list-style-type: none"> DH or UD (\$10,000 or less) PD or DCA 	<ul style="list-style-type: none"> UCO (\$300,000 or less) HSC AVP (\$300,000 or less) CFO – unlimited signature authority per SP 25.07, Sec 3.c HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
27.7 Statutory Consulting Services <i>Acquisition of consulting services as defined by Texas Government Code §2254.021. Agreements for outside counsel must comply with Section 19 herein.</i>	<ul style="list-style-type: none"> Contract Originator DH or UD Procurement Services Contract Administration 	<ul style="list-style-type: none"> DH or UD (\$10,000 or less) PD or DCA 	<ul style="list-style-type: none"> UCO (\$300,000 or less) HSC AVP (\$300,000 or less) CFO – unlimited signature authority per SP 25.07, Sec 3.c HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
27.8 Student Medical Services	<ul style="list-style-type: none"> n/a 	<ul style="list-style-type: none"> n/a 	<ul style="list-style-type: none"> n/a

TYPE OF CONTRACT	TYPICAL ROUTING FOR DEPARTMENTAL REVIEW	AUTHORIZATION TO EXECUTE CONTRACTS (Less than \$100,000)	AUTHORIZATION TO EXECUTE CONTRACTS (\$100,000 to \$749,999)
27.9 Unclassified Services <i>Purchase of services not specified elsewhere.</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • DH or UD (\$10,000 or less) • PD or DCA 	<ul style="list-style-type: none"> • UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
28. SPECIAL EVENTS			
28.1 Conference/Short-Course	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • DH or UD (\$10,000 or less) • DCA 	<ul style="list-style-type: none"> • PD or UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) per SP 25.07, Sec 3.f; unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP (\$499,999 or less) per SP 25.07, Sec 3.f; unlimited signature authority per SP 25.07, Sec 3.c • CEO (BOR approval if applicable); (\$500,000 and above) per SP 25.07, Sec 2.a
28.2 Exhibition Loan Agreements	<ul style="list-style-type: none"> • Contract Originator 	<ul style="list-style-type: none"> • DH or UD (\$10,000 or less) 	<ul style="list-style-type: none"> • PD or UCO (\$300,000 or less)

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<i>Documents commitments to display, secure, admit public, etc. to view works of art of material of public interest.</i>	<ul style="list-style-type: none"> • DH or UD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • DCA 	<ul style="list-style-type: none"> • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) per SP 25.07, Sec 3.e; unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP (\$499,999 or less) per SP 25.07, Sec 3.e; unlimited signature authority per SP 25.07, Sec 3.c • CEO (BOR approval if applicable); (\$500,000 and above) per SP 25.07, Sec 2.a
29. PROCURED AGREEMENTS * Per System Policy 25.07, §6, monetary categories above do not apply to procured agreements as described in System Policy 25.07, §3(c)			
29.1 Procured Agreements Agreements procured through a state contract, state catalogue, or other procurement methodologies authorized by state statute and in accordance with A&M System requirements as described in System Policy 25.07, §3(c).	<ul style="list-style-type: none"> • Contract Originator • DH or UD • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • DH or UD (\$10,000 or less) • DCA 	<ul style="list-style-type: none"> • PD or UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) per SP 25.07, Sec 3.e; unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP (\$499,999 or less) per SP 25.07, Sec 3.f; unlimited

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			signature authority per SP 25.07, Sec 3.c <ul style="list-style-type: none"> • CEO (BOR approval if applicable); (\$500,000 and above) per SP 25.07, Sec 2.a
30. UNCLASSIFIED AGREEMENTS			
30.1 Miscellaneous Agreements <i>Contracts and agreements not specifically classified above or currently classified as "Not Applicable".</i>	<ul style="list-style-type: none"> • Contract Originator • DH or UD • DEAN • Contract Administration • Procurement Services 	<ul style="list-style-type: none"> • DH or UD (\$10,000 or less) • DCA 	<ul style="list-style-type: none"> • PD or UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO (\$499,999 or less) per SP 25.07, Sec 3.e; unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP (\$499,999 or less) per SP 25.07, Sec 3.e; unlimited signature authority per SP 25.07, Sec 3.c • CEO (BOR approval if applicable); (\$500,000 and above) per SP 25.07, Sec 2.a
31. Vending Agreements	<ul style="list-style-type: none"> • Procurement Services • Contract Administration 	<ul style="list-style-type: none"> • CEO • <i>Future Amendments may be signed by CFO or HSC SVP as appropriate</i> 	<ul style="list-style-type: none"> • CEO • <i>Future Amendments may be signed by CFO or HSC SVP as appropriate</i>

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32. Energy Management <i>Includes those agreements related to the Energy Management Program to include physical supply agreements (commodity purchases of natural gas/electricity), financial agreements (IEE, NASB) and related service agreements such as transportation agreements</i>	<ul style="list-style-type: none"> • Energy Management Committee (UES) • Procurement Services • Contract Administration 	<ul style="list-style-type: none"> • PD or UCO • HSC AVP 	<ul style="list-style-type: none"> • PD or UCO (\$300,000 or less) • HSC AVP (\$300,000 or less) • CFO – unlimited signature authority per SP 25.07, Sec 3.c • HSC SVP – unlimited signature authority per SP 25.07, Sec 3.c
33. Athletic Coaches Agreements	<ul style="list-style-type: none"> • AD • Athletic CFO • OGC • CFO • CEO 	<ul style="list-style-type: none"> • CEO 	<ul style="list-style-type: none"> • CEO (\$499,999 or less) • CEO (BOR Approval)
34. Nondisclosure/Confidentiality Agreements <i>Committing TAMU or individuals other than the individual signing. (Non-disclosure/Confidentiality Agreements that SOLELY bind the individual signing are exempt.)</i>	<ul style="list-style-type: none"> • DH or UD • Contract Administration 	<ul style="list-style-type: none"> • DH or UD 	<ul style="list-style-type: none"> • DH or UD
35. Athletic Facility Rental Agreements Limited use of System property by outside entities utilizing TAMU standard agreement or negotiated agreement wherein section 23.8.1 of this delegation of authority does not apply	<ul style="list-style-type: none"> • Contract Originator • UD or AD • Contract Administration 	<ul style="list-style-type: none"> • AD or UCO 	<ul style="list-style-type: none"> • CFO (\$499,999 or less) • CEO (\$749,999 or less)